Inspection Schedule: Tuesday & Thursday mornings. Call (989) 777-0940 ext. 211 to schedule inspections. Inspections must be requested at least 24 hours in advance.

MECHANICAL PERMIT APPLICATION

Bridgeport Charter Township
6740 Dixie Highway
Bridgeport, MI 48722
Phone (989) 777-0940
Fax (989) 777-4802
www.bridgeportmi.org

Permit #: MC

Authority:	1972 PA 230
Completion:	Mandatory to obtain permit
Penalty:	Permit can not be issued

*** REQUIRED INFORMATION ***

I. Job Location

NAME OF OWNER/AGENT *	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? * ☐ Yes ☐ No ☐ Not Required
STREET ADDRESS AND JOB LOCATION (Street Number and Name) *	HOMEOWNER OR PROPERTY OWNER TELEPHONE NO. *

II. Contractor/ Homeowner Information *

THE APPLICANT IS: ☐ Contractor ☐ Homeowner	NAME *	STATE LICENSE NUMBER *	EXP. DATE *
	EMAIL *		

ADDRESS (Street Number and Name) *			FEDERAL ID NUMBER (Or reason for exemption) *
CITY *	STATE *	ZIP *	MESC EMPLOYER NUMBER (Or reason for exemption) *
TELEPHONE *	FAX *	CELL *	WORKERS COMP INS. CARRIER (Or reason for exemption) *

III. Type of Job *

☐ Single Family	☐ New	☐ LP Tank	☐ Premanufactured Home Setup (State Approved)	☐ State Owned
☐ Other	☐ Alteration	☐ Special Inspection	☐ Manufactured Home Setup (HUD Mobile Home)	☐ School

IV. Plan Review Required *

Plans must be submitted with the Application for plan Examination and the appropriate fees paid before a permit can be issued, except as listed below.

Plans are not required for the following: Unless the Mechanical Inspector requests additional information to ensure code compliance.

1.) One and two- family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less.

2.) Alterations and repair work determined by the mechanical official to be of a minor nature.

3.) Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet.

4.) Work completed by a governemental subdivision or state agency costing less than $15,000.

If work being performed is described above, check box below "Plans Not Required."

What is the building size is square footage? * _____

What is the input rating of the heating system in this building? * _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Mechanical components must meet Michigan Energy Codes and standards, documentation may be requested. Efficency Rating:_____

Plan Review Submission No.: _____ ☐ **Plans Not Required**

V. Applicant Signature *

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER * (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit) DATE *

VI. Homeowner Affidavit *

I hereby certify the mechanical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the current Michigan Mechanical Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected** and **approved** by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for any and all necessary inspections.

PLEASE FILL OUT ALL INFORMATION ON THE BACK OF THIS APPLICATION

VII. Fee Clarification

Item #2, Residential Heating System: This item is used for the installation of a heating system in a **new residential structure.** Items #20 Piping and #21 duct SHOULD NOT be charged. **Replacement systems must be itemized.**

Item #4, Residential Boiler: A residential boiler must be installed by a licensed boiler installer.

Items #15 and #17, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank and piping. Items #1, #15 and #16 and #49 OR #1, #17 and #18 and #49.

Exterior Solid Fuel Furnace: Items #1, #8, #20 or #21 plus number of feet of pipe or duct and #49.

#6 Water heater replacement: Mark item #6, total fee is $85.00, unless additional items are being installed.

INCLUDE ALL INSPECTIONS THAT WILL BE REQUESTED IN FEES.

Work Description: *

VIII. Fee Chart -* Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
1.) Application Fee (non- refundable)	**$50.00**	**1**	**$50.00**	**AIR HANDLERS/ HEAT WHEELS**			
2.) Residential Heating System **				26.) Under 10,000 CFM	$20.00		
(includes duct & pipe) **NEW HOME ONLY**	$50.00			27.) Over 10,000 CFM	$60.00		
3.) Gas/ Oil Burning Equipment (furnace)				28.) Commercial Hoods	$25.00		
New and/or Conversion Units	$30.00			29.) Heat Recovery Units	$10.00		
4.) Residential Boiler **	$30.00			30.) V.A.V. Boxes	$10.00		
5.) Water Heater: **new construction**	$10.00			31.) Unit Ventilators	$10.00		
**6.) Water Heater: replacement only ** **	**$85 total**			32.) Unit Heaters (terminal units)	$15.00		
7.) Flue/ Vent Damper: each	$10.00			33.) Fire Suppression/ Protection - **Min.$20 plus**	1.00/ head		
8.) Solid Fuel Equip. (includes chimney)	$30.00			34) Evaporator Coils	$30.00		
9.) Gas Burning Fireplace	$30.00			35.) Refrigeration (split system)	$30.00		
10.) Chimney, factory built (installed separately)	$25.00			36.) Cooling Towers	$30.00		
11.) Gas Piping, each opening - new				37.) Chiller	$30.00		
installation (residential)	$5.00/ea			38.) Compressor	$30.00		
12.) Air Conditioning (includes split systems)	$30.00			39.) Generator: **Need copy of manufacturers specs.**	$30.00		
13.) Heat Pumps (complete residential)	$30.00			40.) Solar systems	$45.00		
14.) Bath & Kitchen Exhaust Fans	$5.00/ea			41.) Add to Existing Valid Permit	$25.00		
TANKS each				**INSPECTIONS**			
15.) Aboveground **	$20.00			42.) Underground- if alone	$55.00		
16.) Aboveground Connection	$20.00			43.) Rough In	$55.00		
17.) Underground **	$25.00			44.) Special/Code Compliance Safety	$75.00		
18.) Underground Connection	$25.00			45.) Additional	$55.00		
19.) Humidifiers & air cleaners	$10.00			46.) Permit Re-activation fee, **include inspections.**	$65.00		
20.) Piping - **minimum fee $25 plus**	.05/ ft	ft.		47.) Plan Review Per Hour	$55.00		
21.) Duct- **minimum fee $25 plus**	.10/ ft	ft.		48.) After Hours Inspection (If Inspector is available)	$125.00		
22.) Repairs to ducts, gas pipe, vents, etc.	$40.00			**49.) Final**	**$55.00**	**1**	**$55.00**
23.)Heat Pumps; Commercial **(piping not included)**	$20.00	ft.		50.) ANY WORK STARTED WITHOUT A PERMIT	$100.00	Separate Permit	
24.) Manufactured Home Base Fee	$75.00			51.) Certification Fee	$20.00		
25.) Mobile Home park site	$6.00			52.) PERMIT RESPONSIBILITY BOND	$500.00		

SAVE & ATTACH TO AN EMAIL TO rwheatley@bridgeportmi.org

Total Fee (Must include the $50.00 non-refundable application fee and $55.00 final inspection fee.)

Make checks payable to : "Bridgeport Charter Township"

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the permit application has been filed with Bridgeport Charter Township. All installations shall be in conformance with the current Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** When ready for an inspection, call the Building Department providing at least 24 hours advance notice. Any questions regarding this permit application may be directed to the Mechanical Inspector (989) 777-0940 Ext. 214 or Building Official (989) 777-0940 ext. 215.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing work.

A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS FROM DATE OF ISSUANCE OR DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CAN NOT BE REFUNDED. THE CHARGE TO RE-ACTIVATE AN EXPIRED PERMIT IS $65.00 PLUS ANY REQUIRED INSPECTION

☐ Cash ☐ Check# _____